

PR701 - Runtime Parameter Form (CD404 - Purch Order)

Field Name	Description	Attributes	Derivation Source	Query Field	Mapping
DESTINATION	This field contains the destination where the CD404 report is to be sent or viewed. Note: Valid destinations include "Screen", "File", "Printer", "Mail", and "Preview".	Required. This field contains an LOV.	System generated	N	N
BUREAU	The field contains the code that uniquely identifies a bureau.	Required. This field contains an LOV.	Valid values are maintained in GL004	N	N
DOCUMENT	This field displays the document number to be viewed. Note: If an individual document is not selected, the value defaults to "ALL".	Required. This field contains an LOV.	System generated from FM041	N	N

Field Name	Description	Attributes	Derivation Source	Query Field	Mapping
PREVIOUS	Selecting this pushbutton returns the user to the previous screen.	Pushbutton	N/A	N/A	N/A
NEXT	Selecting this pushbutton advances the user to the next screen.	Pushbutton	N/A	N/A	N/A
RUN REPORT	Selecting this pushbutton generates the report.	Pushbutton	N/A	N/A	N/A
CANCEL	Selecting this pushbutton cancels the report, and returns to the main menu.	Pushbutton	N/A	N/A	N/A
REPORT CONTENTS					
ORDER NUMBER	This field provides the number assigned to the order.	Derived	System generated from FM041	N	N
CONTRACT ORDERED AGAINST	This field identifies the contract ordered against.	Derived	System generated from FM041	N	N
PURCHASE ORDER	This field indicates whether the obligation was a purchase order.	Derived	System generated from FM041	N	N
DELIVERY ORDER	This field indicates whether the obligation was a delivery order.	Derived	System generated from FM041	N	N
ORDER DATE	This field contains the date the order was made.	Derived	System generated from FM041	N	N
SOURCE	This field displays the information listed in the source reference field.	Derived	System generated from FM041	N	N
SUB	This field lists a modification number, if one exists. Otherwise, this field will default to "NONE".	Derived	System generated from FM041	N	N
DATE PRINTED	This field contains the date the report was printed.	Derived	System generated from FM041	N	N
SUPPLIERS ADDRESS	This field details the address of the supplier.	Derived	System generated from FM041	N	N
1099 TAX	This field indicates if a 1099 tax form is needed.	Derived	System generated from FM041	N	N

Field Name	Description	Attributes	Derivation Source	Query Field	Mapping
EMPLOYER ID	This field identifies the employer identification number.	Derived	System generated from FM041	N	N
BILLING ADDRESS REFERENCE ORDER NO.	This field contains the address where the bill is to be sent.	Derived	System generated from FM041	N	N
CONTACT	This field contains the name of the contact employee if the vendor has any questions.	Derived	System generated from FM041	N	N
LINE ITEM	This field contains the line item number.	Derived	System generated from FM041	N	N
DESCRIPTION	This field contains the description of the line item.	Derived	System generated from FM041	N	N
DELIVERY DATE	This field identifies the date the delivery is to be made.	Derived	System generated from FM041	N	N
QUANTITY	This field contains the quantity of the line item ordered.	Derived	System generated from FM041	N	N
UNIT ISSUE	This field contains the line item's unit of measure.	Derived	System generated from FM041	N	N
UNIT PRICE	This field contains the line item's unit price in dollars.	Derived	System generated from FM041	N	N
AMOUNT	This field contains the total amount of the line item in dollars.	Derived	System generated from FM041	N	N
ORDERED BY	This field details the name and title of the buyer who created the purchase order.	Derived	System generated from FM041	N	N
FOR INQUIRIES CALL	This field displays the buyer's phone number.	Derived	System generated from FM041	N	N
FOB POINT	This field establishes the shipping point for the line item.	Derived	System generated from FM041	N	N
DISCOUNT TERMS	This field indicates the conditions to receive a discount.	Derived	System generated from FM041	N	N
TOTAL	This field provides the total dollar amount for the order.	Derived	System generated from FM041	N	N

Field Name	Description	Attributes	Derivation Source	Query Field	Mapping
CONTRACTING/ ORDERING OFFICER SIGNATURE	This field contains the signature of the contracting or ordering officer.	Derived	System generated from FM041	N	N
DATE SIGNED	This field displays the date the order was signed.	Derived	System generated from FM041	N	N
PROMPT PAYMENT	This field indicates if this vendor is a prompt pay vendor.	Derived	System generated from FM041	N	N
SHIP VIA	This field indicates the method used to ship the line items.	Derived	System generated from FM041	N	N
SHIP TO	This field contains the ship to information for the document. It also lists the delivery point of contact for the order. Note: If there are multiple addresses for an order, all ship to addresses will be listed on the following page.	Derived	System generated from FM041	N	N
ISSUING OFFICE	This field contains the address of the office that issued the purchase order.	Derived	System generated from FM041	N	N
SUPPLIER	This field contains the vendor's name.	Derived	System generated from FM041	N	N
ISSUING OFFICE	This field contains the address of the office that issued the purchase order.	Derived	System generated from FM041	N	N
LINE ITEM	This field contains the line item number.	Derived	System generated from FM041	N	N
MDL	This field contains the multiple distribution line item number.	Derived	System generated from FM041	N	N
QTY	This field contains the quantity for a specific MDL.	Derived	System generated from FM041	N	N
QTY RECEIVED	This field is used to record the received quantity.	Derived	System generated from FM041	N	N
FINAL	This field is used to mark if the received amount is considered final.	Derived	System generated from FM041	N	N

Field Name	Description	Attributes	Derivation Source	Query Field	Mapping
FULL ACCOUNTING CLASSIFICATION	This field contains the ACCS code used to purchase the line item.	Derived	System generated from FM041	N	N
DIST %	This field contains the distribution percentage of the MDL.	Derived	System generated from FM041	N	N
AMOUNT	This field contains the final amount of the MDL line number in dollars.	Derived	System generated from FM041	N	N
LINE ITEM	This field contains the line item number. Note: This field will only populate if more than one ship to office is listed on the purchase order.	Derived	System generated from FM041	N	N
MDL	This field contains the multiple distribution line item number. Note: This field will only populate if more than one ship to office is listed on the purchase order.	Derived	System generated from FM041	N	N
QTY	This field contains the quantity of the line item being ordered. Note: This field will only populate if more than one ship to office is listed on the purchase order.	Derived	System generated from FM041	N	N
RECEIVING OFFICE CODE	This field contains the code of the office that is to receive the items on the purchase order.	Derived	System generated from FM041	N	N
SHIP TO ADDRESS	This field contains the address of the receiving office.	Derived	System generated from FM041	N	N
LINE ITEM	This field contains the line item number.	Derived	System generated from FM041	N	N
REQUISITION NUMBER	This field displays the requisition number which the purchase order was based on.	Derived	System generated from FM041	N	N

Field Name	Description	Attributes	Derivation Source	Query Field	Mapping
REQUISITION DESCRIPTION	This field displays the requisition description of the line item as entered on the purchase request.	Derived	System generated from FM041	N	N
REQUISITIONER INFORMATION	This field contains the name, phone number, location, and room of the requisitioner.	Derived	System generated from FM041	N	N
RECEIVING COPY					
TYPE SHIPMENT	This field contains the type of shipment that was received.	Derived	System generated from FM041	N	N
RECEIPT SIGNATURE & TITLE	This field contains the signature of the employee who received the purchase order.	Derived	System generated from FM041	N	N
RECEIPT DATE	This field contains the date the purchase order was received.	Derived	System generated from FM041	N	N
ACCEPTANCE SIGNATURE & TITLE	This field contains the signature of the employee who accepted the purchase order.	Derived	System generated from FM041	N	N
ACCEPTANCE DATE	This field contains the date the purchase order was accepted.	Derived	System generated from FM041	N	N